

NOTICE TO PROVIDERS OF PROFESSIONAL SERVICES
CITY AND COUNTY OF HONOLULU
(Capital Improvement Program)

The City and County of Honolulu anticipates the need for professional services during the fiscal year 2006-2007. Pursuant to Section 103D-304 of the Hawaii Revised Statutes, persons engaged in providing services in the following general categories are invited to submit current Statements of Qualifications and Expressions of Interest:

1. **ADA COMPLIANCE** (compliance with regulatory requirements of the American with Disabilities Act, site survey and assessments, technical assistance, etc.).
2. **APPRAISAL** (real property).
3. **ARBORIST** (investigations, consultations, surveys, etc.).
4. **ARCHAEOLOGY** (investigations, mitigation plans, monitoring, etc.).
5. **ARCHITECTURAL PLANNING AND DESIGN**
 - a. Buildings (master plans, offices, corporation yards, comfort stations, community centers, fire/police stations, etc.).
 - b. Parks (master plans, passive/active parks, recreational facilities, etc.).
 - c. Golf Course (clubhouse, maintenance facilities, comfort station, ADA improvements, etc.).
6. **CONSTRUCTION MANAGEMENT**
 - a. Civil (sidewalks, parking lots, curb ramps, play courts, site improvements, drainage improvements, sewer lines, flood control, traffic improvement, bikeways, bus bays/pads, roadways, curb ramps, traffic improvements, bridges, retaining walls, highway structure improvements, guardrail improvements, bus stop site improvements, etc.).
 - b. Architectural (buildings, offices, corporation yards, comfort stations, community centers, fire/police stations, park/recreational facilities, bus stops, lifeguard towers, etc.).
 - c. Mechanical/Electrical (street lighting, park indoor and outdoor lighting, facilities power/lighting, traffic signal technology, fire alarm systems, air conditioning, elevators, pumps, facilities systems, plumbing, fire protection, fuel storage tanks, etc.).
 - d. Sanitary (waste collection systems, wastewater facilities, solid waste facilities, effluent/biosolids reuse, force mains, etc.).
7. **ENERGY SERVICES - BUILDING FACILITIES** (energy audits and studies, performance contracting, workshops, etc.).
8. **ENGINEERING PLANNING AND DESIGN**
 - a. Civil - Bus stop site improvements
 - b. Civil - Coastal Engineering (sediment transport, shoreline protection, beach erosion studies, etc.).
 - c. Civil - Curb Ramps
 - d. Civil - General Site Improvements
 - e. Civil - Guardrail Improvements
 - f. Civil - Hydraulics (drainage improvements, sewer lines, flood control, outfall improvements etc.)
 - g. Civil - Pavement Improvements
 - h. Civil - Sidewalk Improvements
 - i. Civil - Transportation (traffic studies, intersection channelization, traffic calming, bikeways and bikepaths, traffic control measures, bus bays and pads, bus stops, etc.).
 - j. Electrical (street lighting, park indoor and outdoor lighting, facilities power/lighting, traffic signal technology, fire alarm systems, etc.).
 - k. Environmental (air quality studies, water quality studies, energy, NPDES permitting, etc.).
 - l. Geotechnical (foundations, earth movement, slope stability analysis, slide potential, hazard mitigation, etc.).
 - m. Mechanical (air conditioning, elevators, pumps, facilities systems, plumbing, fire protection, fuel storage tanks, etc.).
 - n. Roadway (new roads, road widening, etc.).
 - o. Sanitary (wastewater facilities, pre-treatment studies, effluent/biosolids reuse, solid waste facilities, etc.).

- p. Street Rehabilitation.
- q. Structural (bridges, structures, revetments, foundations/barriers, pole structures, utility structures, recreational facilities, play courts, rigid pavement, piers, local barriers, special inspection, etc.).
- r. Transportation (planning, environmental studies, etc.).
- 9. **ENVIRONMENTAL SERVICES** (hazardous materials, dust, mold, contaminated soil mitigation, environmental assessment and review, etc.).
- 10. **GRAPHIC ARTIST/ARCHITECTURAL RENDERINGS** (display boards, newsletters, dimensional sketching, signs, etc.).
- 11. **LAND SURVEYING** (topographic, boundary, parcel maps, shoreline certifications, etc.).
- 12. **LANDSCAPE ARCHITECTURE** (master plans, landscape/hardscape plans, irrigation, etc.).
- 13. **PLANNING** (environmental documents, community plans, master plans, site assessment and selection, feasibility studies and analysis, land use and urban design plans, land use permit processing, bus route structuring, master grading plan, master utility plans, fire protection, etc.).
- 14. **PROGRAM MANAGEMENT** (develop, plan, and manage comprehensive capital improvement program for large infrastructure systems [including wastewater collection and treatment facilities], long-range planning for municipal facilities [including wastewater facilities], project cost estimating and financial planning, project tracking, project scheduling, process development, etc.).
- 15. **PROJECT MANAGEMENT** (project oversight, contracting, administrative processing, public meetings, services during bidding and construction, etc.).
- 16. **REAL PROPERTY SERVICES** (leasing of property for City use, etc.).

GENERAL INFORMATION

Consultants shall express their interest providing services in the various category(ies) in the manner specified under SUBMITTAL REQUIREMENTS.

The selection criteria to be employed, in descending order of importance, are 1) experience and professional qualifications relevant to the project type, 2) past performance on projects of similar scope for public agencies or private industry, including corrective actions and other responses to notices of deficiencies, 3) capacity to accomplish the work in the required time, and, when deemed relevant, 4) familiarity with the specific facility/project site and/or prior related projects.

Note that services for projects that involve certain types of federal funds are required to be advertised on a project specific basis. Consequently, in the event that this need should arise, a separate notice for services will be published which must be responded to separately, and in the manner specified in the advertisement.

SUBMITTAL REQUIREMENTS

All materials submitted which have not been clearly designated as proprietary, shall become the property of the City and subject to public inspection and may be returned only at the City's discretion.

Submittals should be on a compact disc (maximum of 3MB per service category) in Portable Document Format (PDF) and should include the following:

1. Modified Standard Form 330 (r7/04) for each service category. Copies of the form may be downloaded from the City web site at www.honolulu.gov/pur or picked up from the Department of Design and Construction at 650 South King Street, 11th Floor, Honolulu, Hawaii 96813. Telephone (808) 527-6697.

Any supplement information you wish to include related to each project of interest should be incorporated into the submittal. Promotional materials or descriptive literature are not necessary though will be accepted.

2. Completed Service Category Checklist indicating the Service Categories for which you wish to be considered. Confirmation of the service categories you have been determined to be interested in and qualified for will be mailed back to you within 2 weeks after the deadline or receipt of your submittal, whichever is later.
3. Transmittal Letter dated and signed by an authorized representative of the firm.

Submittals (1 compact disc and 1 hardcopy) should be mailed or delivered to:

Mr. Eugene C. Lee, P.E., Acting Director
Department of Design and Construction
650 South King Street, 11th Floor
Honolulu, Hawaii 96813

Requests to Re-Use last year's Statement of Qualifications will be accepted for Fiscal Year 2006-2007. Such requests shall be made by completing and submitting the resubmittal form letter provided on the City website, and is to be accompanied by a completed FY 2007 Category Checklist.

DEADLINE

No later than **4:30 p.m., August 1, 2006** to receive full consideration for upcoming selections.

INTERNET ACCESS

This foregoing information is also available at (www.honolulu.gov/pur/profsvcs.htm).

Any inquiries regarding the above should be directed to Sandra Kunioka at (808) 527-6697.



MARY PATRICIA WATERHOUSE
Director of Budget & Fiscal Services
By order of MUFI HANNEMAN, MAYOR
City and County of Honolulu

Published on the web: 6/30/2006